

HAMILTON COUNTY BOARD OF COMMISSIONERS  
AND  
HAMILTON COUNTY COUNCIL

JUNE 12, 2006

The Hamilton County Board of Commissioners and Hamilton County Council met on Monday, June 12, 2006 in Conference Room 1A in the Hamilton County Government and Judicial Center, One Hamilton County Square, Noblesville, Indiana. The Commissioners and County Council met in Executive Session pursuant to IC 5-14-1.5-6.1(b)(C) for discussion of Security Issues.

Commissioner President Holt called the public session to order at 9:45 p.m. with a quorum present of both bodies. Commissioner Christine Altman, Commissioner Steven C. Dillinger, Commissioner Steven A. Holt, Council President Steve Schwartz, Councilor Jim Belden, Councilor Meredith Carter, Councilor John Hiatt, and Councilor Judy Levine. Councilors Brad Beaver and Rick McKinney were absent.

**Employee Handbook**

Ms. Sheena Randall stated revisions have been made to the employee handbook. The revisions are designed to assist in processing of work time, employee benefits, reducing legal liabilities, update for new legislation and to assist elected officials and department heads in payroll processing. The Commissioners have approved all but three sections of the changes in the handbook. Levine recommended reviewing the first report of the Waggoner, Irwin, Scheele Operations Study before the changes become final. Randall stated the three sections left for approval will be before the Commissioners at their next meeting and then the full handbook will brought to the Council for approval. Ms. Robin Mills stated she has been waiting two years for these changes and requested a specific date when the handbook will be complete.

**Parking Needs [9:49:48]**

Holt stated the demolition of the Red Cross building has taken place and vacation of the alley is taking place. Levine stated in a memo sent by Councilor Beaver it states there are 350 employees, not including elected officials, who need parking spaces. A total of 206 non-reserved spaces which leaves 144 employees and elected officials without a place to park. Dillinger stated it is estimated that when the demolition and vacation are complete there will be an additional 117 parking spaces available in the south parking lot. Holt stated he does not take issue with Mr. Beaver's numbers but we have a number of people who car pool or who live in downtown Noblesville and walk to work. Holt stated he does not think there is merit to having a parking spot for everyone that works downtown. Levine stated Beaver's numbers do not include jury parking. Altman stated when Riverview Hospital closes on the Kahlo property we will have an opportunity for additional parking. Altman stated she has never known a policy to guarantee an employee a parking spot within a certain range. We need to look at a policy to encourage car pooling and conservation. Levine asked if anyone has asked Noblesville about an identifying sticker for county employees? We have employees getting parking tickets because they lose their parking place when they leave for lunch. Swift stated there are 188 existing places in the south lot, with current plans there are a potential of 305 spaces. Swift stated Beaver's memo states we have 350 employees in the two buildings, this number includes part-time. There are 315 full-time with the balance being part-time. They do not all work on the same day due to illness, vacation, etc. The plans we have currently will take care of our needs. Carter asked if that includes the Sheriff? Swift stated the Sheriff's Civil office only. Altman asked what do we have in additional parking? Swift stated 57 spaces in the north lot. Swift stated the County has a contract with the City of Noblesville for \$1,000 annually they allow unlimited jury parking in the armory lot. Swift stated the only crisis in jury parking is that when the perspective jurors appear the first day and do not follow instructions and start parking anywhere or they can't find a spot to park. As soon as a jury is seated we are ok. Swift stated when there are two jury trials that fills the parking lot. Holt asked Ollie Schierholz if we know we have a capital jury can we instruct the jurors to park at the Kahlo lot and schedule a van to pick those people up? Schierholz stated yes. Levine asked what is the jury parking policy? Schierholz stated the court bailiffs do it differently, some include a parking pass with their jury summons, some do not issue parking passes until the juror comes in. Levine suggested putting a uniform policy in place. Schierholz stated there are revisions being made to the jury summons form so we could include more detailed parking instructions. Holt asked how many capital cases do we have in one year? Schierholz stated only three last year. Altman stated if you work downtown Indianapolis or are in a jury pool you do not get special parking. Holt stated if the instruction letter to the jurors includes where to park, that should fix it. Altman stated once Riverview closes on the property we will need to have an agreement with Riverview and we will probably be requesting an additional appropriation. Altman stated we may want to use it immediately for employee parking.

**Jail Expansion - Central Dispatch [10:02:21]**

Altman discussed E-911 Funds and our obligation as a county for dispatch. Altman stated we do not have a choice if we keep E-911 Funds the way we currently control them but to do dispatch for every entity within the county if they choose to not do their own dispatch. This is the statute. Sheriff Carter stated the goal of combined dispatch is not for the Sheriff's office or county government to take over that initiative, the goal is that we co-habitat in the same room. Once that happens we can appropriate the E-911 dollars in the appropriate way. We can start subsidizing the daily costs associated with dispatch. Currently we take stipends out of the E-911 Funds for Jill Jennings, Joe Mangus, Jeff Hendericks (Noblesville) and Marvin Stewart (Carmel). There are a lot of reasons for not having one centralized center due to the redundancy issue. This would solve a long term problem, it would not continually have to be revisited. This initiative should become self-sustaining, it should become an entity of county government because County Council is ultimately responsible for the expenditure of E-911 funds. The surcharge was raised to \$2.00 with the expectation of Carmel becoming a third class city in 2004. There is still room to increase the surcharge, but Sheriff Carter does not think that is a good idea if we continue to subsidize this initiative with county general and monies from municipalities. Sheriff Carter stated the easy thing would be for him to step away from this, but at the end of the day this is the right thing for all of us to do. Meredith Carter stated he and Levine have spoken with the Governor's office and now is not the time to do this. We need to wait until the incentives are in place. Levine stated there will be incentives from the State if we unify anything, any services. Currently Allen County and Vanderburgh County are in the process of consolidating for all services. Holt asked with a State subsidy? Levine stated they are the impetus for getting a State subsidy. Holt stated he would not read into it for State subsidies. Levine stated the Governor's office is pushing for legislation for subsidies. If you have already done it you would not be eligible for subsidies. Holt asked Sheriff Carter if conceptually he is looking for a consensus that we want to do this because of the project's time line? Carter stated

HAMILTON COUNTY BOARD OF COMMISSIONERS  
AND  
HAMILTON COUNTY COUNCIL

JUNE 12, 2006

yes. Holt stated if there is a consensus that we want to do the centralized redundant dispatch, what time of green light do you need to move forward if you don't have the consensus? Sheriff Carter stated philosophically he has concerns about the State saying- wait for us, we will come in at a later time and make this less of a financial burden to you. Currently we generate enough dollars through E-911 to do it without their assistance. The Indiana State Police will be getting out of the dispatch service. There will be legislation that could come to us in the next 1-2 years that would have one dispatch center per county. Because of the amount of money put into Hamilton County's initiative, there is an issue statewide to come under one system so the safety officials in Gary can speak laterally to the safety officials in Evansville, and he does not know what the practical part of that is. The practical part of us having it in the City of Noblesville is because we can sustain it with a surcharge that is currently in place. It would be his hope that the legislation would allow the fiscal body to control the E-911 dollars. If the State tells us they will subsidize by doing it the way they say it should be done, it will probably come from E-911 dollars generated from the citizens that live here. It would be taking the authority away from the local bodies and giving it to the State. We can sustain this, once it is built, with a \$2 million savings. If what the State is going to do for us going to be larger than what we can do internally, with something that is already being charged? He would suggest the answer to that is no. M. Carter stated he asked specifically about the dispatch center and he knew our situation, specifically. Levine stated she thinks we should go ahead. M. Carter stated we will have to pay construction costs no matter what, it will be operating costs that may be subsidized. Altman stated the dispatch center would be the last thing to build. Mr. Larry Dawson stated currently there are two basic projects on the north end and the work release center and then an alternate on the work release center and then an alternate for the communication center on the south end of the jail. We are in the position to design them all at once and move quickly, we can design them one at a time, it is however they would like to set it up. Altman stated she and Mike Howard have discussed serial bonding and place bond issues in terms of a construction schedule, we have a lot of flexibility. The goal is to look at the jail system as a complex and plan it out and try to do things as efficiently as possible. If there is a limited dollar amount we have to pick and choose and that is where we are asking Council's guidance, what can we afford and what is the time frame. Belden clarified that the first stage is design at \$2.9 million? Altman stated correct. Dawson stated \$2.5 million of that is requested loan from Council. Sheriff Carter stated this would get us thru the design phase and then we would come back for the construction phase. Discussion was held on why both dispatch centers being in the same room is important.

Dawson stated all of the information has been presented to the Council and Commissioners. The Commissioners have voted to proceed with the expansion of the north end work release, alternate to complete the third floor of the work release and an alternate to do dispatch. This past week we requested money for design from the Council. This will be a loan which will be paid back upon sale of the bonds. There is some money left in the Juvenile Detention Center project (est. \$650,000). Once designed and bid we will have prices and will have flexibility on what you want in the project and how much you want to fund. We are in a flexible position until the bonds are sold. Holt asked where is the design contract negotiations? Altman stated she and Mike Howard met with the proposed design team. We have asked them to rescind the bids and the Commissioners need to discuss it.

Sheriff Carter stated this issue came back to life when Mayor Ditslear and Chief Russell came to the Sheriff with the thought of bringing some of our services together. This is the end result of months of work being driven by the City of Noblesville.

### **2% Circuit Breaker**

Levine stated Senator Kenley's legislation of the 2% Circuit Breaker is affecting bond markets. The State of Indiana's bond ratings have dropped. It will cost us more money to borrow. Levine suggested having a legislative breakfast where we sit down with our Senators and Representatives to review the impact this is having on the county. Altman stated the impact on the bond rating is because the 2% cap will preclude when you hit a level county wide, any further collections of property taxes above that. This will plummet the bond ratings because there is no guarantee anyone is going to get paid back. Discussion of the Circuit Breaker was held. Levine and Carter will schedule the legislative breakfast.

Holt called a break in the meeting [10:45]

Holt called the meeting back to order. [10:57]

### **Operations/Efficiency Study**

Mr. Kent Irwin reviewed Part I of the Operations/Efficiency Study. Part II will focus on individual departments and recommendations, which is expected to be complete in 2-3 weeks.

- Study shows that Hamilton County is a good place to work.

- Review of staffing patterns was discussed. Hamilton County shows it is not overstaffed or understaffed in comparison with other counties.

- Compensatory Time, Overtime and Part-Time Compensation was discussed.

- Consider eliminating the use and accrual of comp time.

- Consider lowering the accrual comp time caps.

- Encourage supervisors to monitor accrual amounts

- Review comp time, overtime and part-time expenditures when weighing new employee requests.

- Lift the hiring freeze on Corrections Officers at the Jail.

- Use the "New Position Request Form" to assist in evaluating future new employee/position requests.

- Implement Central Purchasing.

- Implement a combined drug testing program with the Risk Management Department and the Probation Department.

- Provide regular training including County-wide "in-house" training.

- Highway department perform routine maintenance and repairs on County-owned vehicles.

- Study fleet vehicle utilization.

HAMILTON COUNTY BOARD OF COMMISSIONERS  
AND  
HAMILTON COUNTY COUNCIL

JUNE 12, 2006

Mills will forward the list of employees with excess comp time to the Council and Commissioners.

The Commissioners and Council will meet on Thursday, June 22, 2006 at 7:30 a.m. to continue discussion of the study and personnel handbook.

Levine asked the Commissioners to look at funding Reverse 911.

**Next quarterly Joint Retreat** - October 9, 2006.

Meeting was adjourned. [11:47]

**Present**

Christine Altman, Commissioner  
Steven C. Dillinger, Commissioner  
Steven A. Holt, Commissioner  
Jim Belden, Councilor  
Meredith Carter, Councilor  
John Hiatt, Councilor  
Judy Levine, Councilor  
Steve Schwartz, Councilor  
Robin M. Mills, Auditor  
Dawn Coverdale, Chief Deputy Auditor  
Michael Howard, Attorney  
Darren Murphy, Attorney  
Fred Swift, Administrative Assistant to Commissioners  
Kim Rauch, Administrative Assistant to Auditor  
Sheena Randall, Human Resources Director  
Doug Carter, Sheriff  
Al Patterson, Parks Department  
Ralph Watson, Community Corrections  
Scott Warner, Buildings and Grounds  
Ollie Schierholz, Court Administrator  
Tim Garner, Sheriff's Office  
Thurl Cecil, Sheriff's Office  
Dan Stevens, Sheriff's Department  
Jill Jennings, County 911  
Larry Dawson, Envoy, Inc.  
Kent Irwin, Waggoner, Irwin & Scheele  
Jay Perry, Waggoner, Irwin & Scheele  
Jonathan Bablola, Noblesville Daily Times  
Chris Sikich, Noblesville Ledger

HAMILTON COUNTY BOARD OF COMMISSIONERS  
AND  
HAMILTON COUNTY COUNCIL

JUNE 12, 2006

APPROVED  
HAMILTON COUNTY BOARD OF COMMISSIONERS

\_\_\_\_\_  
  
\_\_\_\_\_  
  
\_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Robin M. Mills, Auditor

APPROVED  
HAMILTON COUNTY COUNCIL

\_\_\_\_\_  
  
\_\_\_\_\_  
  
\_\_\_\_\_  
  
\_\_\_\_\_  
  
\_\_\_\_\_  
  
\_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Robin M. Mills, Auditor